

**MINUTES OF THE
MERRILLVILLE STORMWATER MANAGEMENT BOARD MEETING
TUESDAY, AUGUST 5, 2014**

President Leonard White called the August 5, 2014 Merrillville Stormwater Management Board (SWMB) meeting to order at 4:41 p.m. The pledge of allegiance was said. The other members in attendance were Ralph Simek and Barbara Ghoston, who arrived at 4:48 pm; a roll call was taken at the beginning of the meeting, and a quorum was established. Staff present was Executive Director Matt Lake, Attorney James Meyer, financial advisor Karl Cender and Secretary Liz Bushemi. Others present were Councilman Tom Goralczyk, Town Manager Bruce Spires, Ron Wiedeman from Robinson Engineering, Mark Kaiser from Christopher Burke Engineering, resident Anne Collins and Karen Caffarini from the *Post-Tribune*.

COMMENTS FROM THE PRESIDENT

Mr. White asked if Mr. Cender or Mr. Meyer had any reports; financial advisor Karl Cender said the proposed 2015 Stormwater operating budget will be presented for approval; Attorney Jim Meyer said there are a couple of court cases that he is working on with Compliance Officer Joe Fish.

MINUTES

Included in the agenda packet was a copy of the minutes from the July 1, 2014 SWMB meeting. Ralph Simek made a motion to approve the minutes from the July 1, 2014 SWMB meeting, and it was seconded by Leonard White. A roll call vote was taken, and both members present at that time voted to approve the minutes from the July 1, 2014 SWMB meeting, and the motion passed with a 2/0 vote.

ACCOUNTS PAYABLE REGISTERS APPROVAL

Also included in the agenda packet were copies of the accounts payable registers from July 8, 2014 and July 22, 2014. Leonard asked about the Lowell Concrete bill, and Matt said it was from a Public Works drainage crew job for concrete fill at catch basins. Leonard White made a motion to approve the accounts payable registers from July 8, 2014 and July 22, 2014, and it was seconded by Ralph Simek. A voice vote was taken, and the two members present at that time voted yes; the motion to approve the accounts payable registers from July 8, 2014 and July 22, 2014 was passed with a 2/0 vote.

OLD BUSINESS

Matt Lake said he is waiting on a revised proposal from Metropolitan Pumps for the 53rd Court lift station, which will increase capacity and include a backup generator. It will be a pre-fab pump house, which will be an upgrade from the current one. He passed around a picture of the proposed building. Matt said Metropolitan designed the original lift station. Councilman Tom Goralczyk said their buildings are aesthetically pleasing. Ralph Simek asked if the lift station will improve flood status in that area and lower the insurance rates for those residents; Matt said those residents are not included in a flood zone. For that area, the water will be pumped out of the area to alleviate the draining.

Regarding the Taft Street project, Matt has been coordinating with the Indiana Department of Transportation (INDOT) regarding a guardrail at Taft Street. He and Bruce Spires met with Derek Oswald at the site, and if INDOT determines a guardrail is needed, INDOT will fund it from their budget. Matt said INDOT is looking at the dimensions of the ditch and possibly accident history at that location of the ditch to finalize their assessment.

Also regarding the Taft Street project, since the agenda packets had already been delivered to members, the members were emailed a copy of Dyer Construction Company's Pay Request #10 for retainage of \$39,969.84, which is for money held back until portions of the project are done and as-built checks are completed. Matt said Mark Kaiser from Christopher Burke Engineering has conducted the as-built checks and recommends that it be paid. Mark Kaiser said Dyer Construction finished the two stormwater basins along 73rd Avenue and Taft Street in 2012 and seeded it, and Dyer is requesting their retainage on the basins. Matt said there is still retainage on the rest of the project. Attorney Jim Meyer asked if there is a Certificate of Substantial Completion which would be part of the record, and Mark said no; Attorney Meyer said there should be something in writing certifying that the work was completed pursuant to the plans and specifications. Mark Kaiser said he will provide that document tomorrow; Matt said that it will be emailed to all members. Matt asked for a motion pending receipt of that document, and Attorney Meyer said that would be appropriate. There were no questions by the board. Ralph Simek made a motion to approve Dyer Construction Company's Pay Request #10 in the amount of \$39,969.84 subject to receipt of the Certificate of Substantial Completion, and it was seconded by Barbara Ghoston; a voice vote was taken, and all members voted yes to approve the motion to approve Dyer Construction Company's Pay Request #10 in the amount of \$39,969.84 subject to receipt of the Certificate of Substantial Completion, and it was unanimously passed.

Matt said the application to the Little Calumet River Basin Development Commission (LCRBDC) for the Meadowdale project is pending; he received a call from Dan Repay from the LCRBDC today. The LCRBDC has a meeting next week, and if the application is on the agenda, Matt will attend the meeting and make a presentation on the project.

Matt said Stormwater participated in the Independence Day Parade on July 3 with two vehicles; he and Leonard rode together in the Stormwater pickup truck, and Joe Fish drove the camera truck. Leonard said the parade was nice, and Matt and Joe represented Stormwater well in driving Stormwater vehicles in the parade.

Matt said Merrillville hosted the Northwest Indiana Stormwater Advisory Group (NISWAG) meeting on July 17th, and 17 community representatives attended. They discussed an expansion of LIDAR data and partnering with the Lake County Surveyor for better mapping for land use and contour data, which will be extremely useful. This may involve a cost-share with communities; they may submit estimates to the LCRBDC for funding since it could have an impact on areas near the Little Calumet River.

Matt said meetings were held with Indiana American Water (IAW) and Gary Sanitary District (GSD) on pending court cases. A meeting was held with GSD officials and their attorney, Stormwater Attorney Jim Meyer and Joe Fish on various issues including reduction in infiltration and inflow and also smoke testing. After the meeting, he sent Dan Vicari of GSD the GIS shade files that Robinson Engineering had completed to check any cross connections. Matt said IAW is required to dewater if there is a water main break and collect sediment with dewatering bags. There was an incident when a Turkey Creek resident called; this was the second incident where IAW allowed pumping into the streets after a water main break with no dewatering bags. He said they had met with IAW previously, and IAW knows the stormwater procedure and ordinance.

NEW BUSINESS

Leonard said everyone had received a copy of the 2015 Stormwater budget by email, and he asked for a motion to approve. Barbara said she had not had a chance to review it, and Jim Meyer suggested that Barbara be told the substantial changes. Matt said most changes relate to Stormwater personnel and how Stormwater can evolve as a staff. Matt said they are adjusting to the building, utility costs, etc. He also has a job description for an office manager to help seek grants and other duties, and it was copied and distributed to members. Matt said in previous years, there was money routed to other departments for supplemental purposes, and the strategy now is to pay for Stormwater personnel only. Ralph asked if this is a tentative budget; Matt said it would be turned in to the Clerk-Treasurer for 2015. Town Manager Bruce Spires said it would be reviewed with any recommendations given. Financial advisor Karl Cender said it must be turned in and entered by the county by September 3rd. Karl also said the Stormwater budget is not supported by any property taxes, and although the town advertises the Stormwater budget with the town budget, because it is a utility, the Stormwater budget does not have to be advertised. However, the same procedure will be followed this year. Karl said there may be some adjustments, but the budget is pretty much the same from year to year. Ralph Simek made a motion to approve the proposed 2015 Stormwater Utility Operations and Maintenance budget. Barbara Ghoston asked when the part-time secretary position would be filed; Matt said it is up to the Board, hopefully some time early next year. The motion to approve the proposed 2015 Stormwater budget was seconded by Barbara Ghoston. A voice vote was taken, and all members voted yes, and the 2015 Fund 626 Stormwater Utility Operations and Maintenance Budget was unanimously passed.

Attorney Meyer suggested that the Board vote on the job description for the office manager/grants coordinator position and salary. Leonard said he and Matt discussed the job description. Leonard White made a motion to approve the Stormwater Office Manager/Grants Coordinator position with a salary of \$38,000, and it was seconded by Ralph Simek. A voice vote was taken, and all members voted yes, and the Office Manager/Grants Coordinator position with a salary of \$38,000 was unanimously passed.

Leonard asked Bruce Spires and Councilman Tom Goralczyk if they had any questions about the budget, and Bruce Spires said no, he already reviewed it, and it is fine.

Leonard said the members of the SWMB have been invited to participate in National Night Out at town hall following the SWMB meeting and said a table would be set up with Stormwater brochures and materials for the outreach program. He also said a CAP-A-THON bin provided by Solid Waste would be there to help promote this year's CAPS program. Being a LCSWMD employee, Leonard said he appreciates that Merrillville is participating in the CAPS and recycle programs. He said there has been a smaller reduction in paper weight with people reading the paper online. Leonard hopes that Solid Waste can continue to partner with Stormwater on projects.

Leonard said there was an illegal dumping issue in Hobart, where the Indiana Department of Environmental Management (IDEM) was called because storm sewers were plugged up after an oil spill. Matt said he is working on the Illegal Dumping signs with Signs on Times, where LCSWMD will pay a \$100 reward for a conviction of illegal dumping. He believes there will be incentive for people to report illegal dumping with a \$100 reward.

Matt said the Stormwater Master Plan will be presented to the Town Council and SWMB members at the Stormwater Resource Center on Thursday, August 14, 2014, at 6 pm. Darren Olson from Christopher Burke Engineering will make the presentation.

He said the Meadowdale lateral is being maintained, and the Lake County Surveyor's office sent a crew to dislodge a beaver dam last month. He is coordinating with the county on maintaining the Meadowdale lateral.

Matt wrote a letter of support for a Great Lakes Restoration Initiative federal grant for the Turkey Creek two-stage ditch—a stream within a ditch. He is hopeful that this county project will be funded since the Environmental Protection Agency (EPA) is honing in on Northwest Indiana. A flier was passed out with of the proposed design of the ditch, which construction could begin next year.

A Riparian Planting Pilot Project brochure was handed out to members about the 56 trees planted at Stormwater Resource Center property recently. Matt's request for an Urban Waters Initiative grant was approved by the Indiana Department of Natural Resources (IDNR) for about \$13,500. He said there is a functional benefit of trees, and several were planted at the back area of the parking lot. The next step will be to add some compost from the LCSWMD. He said this will make the Stormwater office more educational to teach others about stormwater and more aspects of stormwater management.

Regarding the Clay Street drainage project, Matt said most of the drainage work has been completed. Mr. Spires said the road work is to begin today on Clay Street.

Matt had a final walk-through for Indiana American Water Broadway water main replacement project. He pointed out a few problems with elevation and also addressed the pond in front of the Broadway Center building across from town hall which needs to be regraded. IAW acknowledged the problem and intends to re-grade the pond and fix it.

Matt said the Stormwater Resource Center is the repository for plastic caps for the CAP-A-THON project for recycled benches.

OTHER BUSINESS - None.

PUBLIC COMMENT - None.

ANNOUNCEMENTS

Mr. White said the next monthly meeting is scheduled for Tuesday, September 2, 2014, at 4:30 p.m. at the Stormwater Resource Center. He reminded everyone that National Night Out is being held at 6 pm at town hall and said Stormwater is participating.

Ralph Simek made a motion to adjourn, and it was seconded by Barbara Ghoston. The meeting was adjourned at 5:25 pm.

Respectfully submitted,

Liz Bushemi
Staff Secretary